



PO Box 3625  
Grand Canyon, AZ 86023  
928-638-3473 - Phone

# Tusayan Fire District

## AGENDA

### Tusayan Fire District Board of Directors Regular Meeting

PURSUANT TO A.R.S. § 38-431.02 & § 38-431.03

March 9, 2023

TUSAYAN FIRE DISTRICT BUILDING

408 Highway 64, Tusayan Arizona

NOTICE: Members of the public may call in to hear the live audio by dialing (253)-215-8782 US Meeting ID: 8917272885 Password: 6383473. Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Board of Directors of the Tusayan Fire District and to the general public that the TFD Board will hold a meeting open to the public on March 9, 2023 at 10:00 a.m. The Board may vote to go into executive session pursuant to A.R.S. § 38-431.03(A)(3) to discuss or consult for legal advice with the attorney for the district. If authorized by a majority vote of the TFD Board, an executive session may be entered and held immediately following a successful vote to enter executive session and will not be open to the public. The Board may change, in its discussion, the order in which any agenda items are discussed during the course of the meeting. Persons with a disability may request a reasonable accommodation by contacting the TFD at (928) 638-3473 as soon as possible.

10:00 a.m.

1. Confirmation of quorum/Call to the Public
  - a. *\*\*One or two Board Members may attend by telephone*
  - b. *\*\*In accordance with A.R.S. §38-431.01(H), members of the public may address the board on items not on the printed agenda. The Board may not discuss, consider, or act upon any matter raised during public comment. Comments will be limited to three minutes per person.*
2. Discussion/Approval of February 9, 2023 regular scheduled Board Meeting Minutes
3. Financial Report
4. Fire Chiefs Update
5. Old Business
  - a. Discussion, Update, and Possible Action Regarding Proof of Coverage Letter
  - b. Discussion, Update, and Possible Action Regarding Proof of Coverage Policy
  - c. Discussion, Update, and Possible Action Regarding Community Evacuation Plan
  - d. Update on Grant Opportunity for Community Wildland Protection Plan
6. New Business
  - a. Discussion and Possible Action and Approval of Fiscal Year 2022 Audited Financials
  - b. Discussion and Possible Action and Approval of Wildland Exempt Override Policy
7. Board Member Reports
8. Adjourn

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the General Store, at the Tusayan Fire District and at the Tusayan Town Hall all located in Tusayan, Arizona on this \_\_\_\_\_ day of March, 2023 at \_\_\_\_\_ in accordance with the statement filed by the Tusayan Fire District.

**DEDICATING OUR EFFORTS TO PROVIDE FOR THE SAFETY AND WELFARE OF THE CITIZENS AND VISITORS OF TUSAYAN AND OUR COMMUNITY THROUGH THE PRESERVATION OF LIFE, PROPERTY, AND THE ENVIRONMENT.**



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# Tusayan Fire District

## MINUTES OF MONTHLY PUBLIC MEETING FOR THE TUSAYAN FIRE DISTRICT BOARD OF DIRECTORS

A PUBLIC MEETING OF THE TUSAYAN FIRE DISTRICT GOVERNING BOARD WAS CONVENED ON FEBRUARY 9, 2023 AT THE TUSAYAN FIRE STATION AND, VIA ZOOM CONFERENCE CALL, TUSAYAN AZ 86023.

### CALL TO PUBLIC/CONFIRMATION OF QUORUM

Meeting was called to order at 10:04 a.m. The following members of the Tusayan Fire District were present in person were Board Chair John Vail, Board Member Andrew Aldaz, and Board Member Rob Gossard. Others in attendance were Fire Chief Greg Brush and Business Administrator Kate Johnson. Board Member Elena Villanueva was not present. A quorum was confirmed.

### Discussion/Approval of January 5, 2023 Regularly Scheduled Board Meeting Minutes

Motion to approve regularly scheduled January 5, 2023 Meeting Minutes. First by Aldaz and seconded by Gossard. Motion carries unanimously.

### Financial Report

Business Administrator Johnson presented the Financial Report verbally and in written form. (See form for details). First by Vail and seconded by. Motion carries unanimously.

### Fire Chiefs Update

Chief Brush presented report verbally and in written form. (See form for details).

### Old Business

#### Discussion, Update, and Possible Action Regarding Proof of Coverage Letter

No forward movement at this time.

#### Discussion, Update, and Possible Action Regarding Community Evacuation Plan

No update at this time.

#### Discussion, Update, and Possible Action Regarding Grant Opportunity through Coconino County Community Wildland Protection Plan

TFD Is still waiting to hear official word. Nothing has been released at this point.

#### Discussion and Possible Action and Approval of CUP Letter for Policy

Waiting to hear back from legal representation.

**New Business**

**Discussion and possible action and approval regarding potential APS rate increase.**

Johnson presented a notification from APR regarding potential rate increases for later this year. APS is hosting a public meeting on XXX and accepting comments from the public related to financial impacts of rate increases. The Board was provided in the information necessary to submit a comment to represent TFD.

**Board Member Reports**

Gossard – Requested TFD to collaborate with the Red Cross and Rotary to host recurring blood drives.  
Vail – Directed TFD to investigate a way to have a tracked rescue vehicle for emergency response purposes. He wants TFD to find a way to acquire some type of apparatus capable of tracked back country response.

**Adjourn**

Meeting adjourned at 10:54 a.m.

**Minutes approved by Board on Date** \_\_\_\_\_

**By** \_\_\_\_\_

"To ensure compliance with Open Meeting Law, recipients of this message should not forward it to other board members or anyone. Board members may reply to this message, but they should not send a copy of the reply to other members."



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# Tusayan Fire District

## FINANCIAL REPORT – February 2023

- Info current as of February 28, 2023
- Bank: \$125,892.45
- Reserve Funds Account: \$53,339.37
  - Grand total = \$179,231.82
- Accounts Payable
  - We do not have checks to sign
- FY 2023 FDAT Revenue (Actual year to date): \$66,968.16
- Rental Income Station: \$2,242.73
- District Billing Fees: \$4,669.34
- Wildland Fire Income
  - 2023 Fiscal year to date total: No fires yet
- Pink Jeep AED Subscription = \$1,642.50

**Tusayan Fire District**  
**Profit & Loss Budget vs. Actual**  
 July 2022 through June 2023

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
FDAT	66,968.18	108,242.80	-41,274.62	61.9%
Grant Income	1,000.00	25,000.00	-24,000.00	4.0%
Pooled Interest	1,354.08	550.00	804.08	246.2%
Prior Year Capital Carry Fwd	0.00	0.00	0.00	0.0%
Town of Tusayan - Contributions	285,000.00	380,000.00	-95,000.00	75.0%
4000 · Property Tax Revenues	396,430.62	541,214.00	-144,783.38	73.2%
4310 · Other Revenue	3,112.50	3,000.00	112.50	103.8%
<b>Total Income</b>	<b>753,865.38</b>	<b>1,058,006.80</b>	<b>-304,141.42</b>	<b>71.3%</b>
<b>Gross Profit</b>	<b>753,865.38</b>	<b>1,058,006.80</b>	<b>-304,141.42</b>	<b>71.3%</b>
<b>Expense</b>				
6000- PERSONNEL SERVICES	438,597.67	608,437.40	-169,839.73	72.1%
6100- RETIREMENT CONTRIBUTIONS	48,902.50	71,126.03	-22,223.53	68.8%
6200- INSURANCE	39,396.07	69,852.00	-30,455.93	56.4%
6300- EMPLOYEE BENEFITS	37,814.22	67,100.55	-29,286.33	56.4%
6400- FUEL, OIL, LUBRICANTS	166.45	500.00	-333.55	33.3%
6500- VEHICLE REPAIR & MAINT.	19,968.09	32,125.00	-12,156.91	62.2%
6600- SMALL TOOLS & EQUIPMENT	4,405.36	6,400.00	-1,994.64	68.8%
6650- FIRE PROTECTION & EQUIP.	5,729.80	20,250.00	-14,520.20	28.3%
6700- COMMUNICATION & DISPATCH	347.91	851.62	-503.71	40.9%
6900- DISPOSABLE SPLS/EQUIP	5,359.33	8,770.00	-3,410.67	61.1%
7000- ADMINISTRATIVE COSTS	13,280.12	23,629.00	-10,348.88	56.2%
7100- PROFESSIONAL SERVICES	4,335.07	17,900.00	-13,564.93	24.2%
7300- TRAINING	11,951.50	26,500.00	-14,548.50	45.1%
7400- INSURANCE - LIABILITY	17,116.00	16,200.00	916.00	105.7%
7500- PUBLIC UTILITIES	11,390.65	15,800.00	-4,409.35	72.1%
7600- LEASES & RENTALS	82,599.01	100,246.00	-17,646.99	82.4%
7700- REPAIRS & MAINTENANCE	30,761.07	20,000.00	10,761.07	153.8%
7850- GRANTS EXPENSE	64,988.19	25,000.00	39,988.19	260.0%
7900- MISCELLANEOUS	2,903.33	5,900.00	-2,996.67	49.2%
8000 - Town of Tusayan - IGA	0.00			
66900 · Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
<b>Total Expense</b>	<b>840,012.34</b>	<b>1,136,587.60</b>	<b>-296,575.26</b>	<b>73.9%</b>
<b>Net Ordinary Income</b>	<b>-86,146.96</b>	<b>-78,580.80</b>	<b>-7,566.16</b>	<b>109.6%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
4400- MISCELLANEOUS	29,455.33	43,580.80	-14,125.47	67.6%
4405 - Wildland Income	0.00	65,000.00	-65,000.00	0.0%
District Service Fees	4,669.34	10,000.00	-5,330.66	46.7%
<b>Total Other Income</b>	<b>34,124.67</b>	<b>118,580.80</b>	<b>-84,456.13</b>	<b>28.8%</b>

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03/13/23  
Cash Basis

**Tusayan Fire District**  
**Profit & Loss Budget vs. Actual**  
July 2022 through June 2023

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	<u>Jul '22 - Jun 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Other Expense				
4406 - Wildland Expense	0.00	40,000.00	-40,000.00	0.0%
4506 - Station Fire Expense	0.00	0.00	0.00	0.0%
COVID-19 National Paid Leave	0.00	0.00	0.00	0.0%
	<hr/>	<hr/>	<hr/>	<hr/>
Total Other Expense	0.00	40,000.00	-40,000.00	0.0%
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Net Other Income	34,124.67	78,580.80	-44,456.13	43.4%
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Net Income	<u>-52,022.29</u>	<u>0.00</u>	<u>-52,022.29</u>	<u>100.0%</u>

**Tusayan Fire District**  
**Profit & Loss**  
 July 2022 through June 2023

	Jul '22 - Jun 23
Ordinary Income/Expense	
Income	
FDAT	66,968.18
Grant Income	1,000.00
Pooled Interest	1,354.08
Town of Tusayan - Contributions	285,000.00
4000 - Property Tax Revenues	396,430.62
4310 - Other Revenue	3,112.50
<b>Total Income</b>	<b>753,865.38</b>
Gross Profit	753,865.38
Expense	
6000- PERSONNEL SERVICES	438,597.67
6100- RETIREMENT CONTRIBUTIONS	48,902.50
6200- INSURANCE	39,396.07
6300- EMPLOYEE BENEFITS	37,814.22
6400- FUEL, OIL, LUBRICANTS	166.45
6500- VEHICLE REPAIR & MAINT.	19,968.09
6600- SMALL TOOLS & EQUIPMENT	4,405.36
6650- FIRE PROTECTION & EQUIP.	5,729.80
6700- COMMUNICATION & DISPATCH	347.91
6900- DISPOSABLE SPLS/EQUIP	5,359.33
7000- ADMINISTRATIVE COSTS	13,280.12
7100- PROFESSIONAL SERVICES	4,335.07
7300- TRAINING	11,951.50
7400- INSURANCE - LIABILITY	17,116.00
7500- PUBLIC UTILITIES	11,390.65
7600- LEASES & RENTALS	82,599.01
7700- REPAIRS & MAINTENANCE	30,761.07
7850- GRANTS EXPENSE	64,988.19
7900- MISCELLANEOUS	2,903.33
8000 - Town of Tusayan - IGA	0.00
66900 - Reconciliation Discrepancies	0.00
<b>Total Expense</b>	<b>840,012.34</b>
Net Ordinary Income	-86,146.96
Other Income/Expense	
Other Income	
4400- MISCELLANEOUS	29,455.33
District Service Fees	4,669.34
<b>Total Other Income</b>	<b>34,124.67</b>

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Cash Basis

Tusayan Fire District  
**Profit & Loss**  
July 2022 through June 2023

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	<u>Jul '22 - Jun 23</u>
Other Expense	
COVID-19 National Paid Leave	0.00
Total Other Expense	0.00
Net Other Income	34,124.67
Net Income	<u><u>-52,022.29</u></u>



## Tusayan Fire District Deposit Detail February 2023

Type	Num	Date	Name	Account	Amount
Deposit		02/01/2023		NorwestWarrant	3,141.69
				4000 · Property Tax ...	-3,141.69
TOTAL					-3,141.69
Deposit		02/01/2023		NorwestWarrant	0.63
				4000 · Property Tax ...	-0.63
TOTAL					-0.63
Deposit		02/02/2023		NorwestWarrant	2,322.65
				4403 - Station Rent	-1,000.00
				4403 - Station Rent	-1,092.73
				District Service Fees	-25.00
				District Service Fees	-204.92
TOTAL					-2,322.65
Deposit		02/28/2023		NorwestWarrant	44.14
				FDAT	-44.14
TOTAL					-44.14
Deposit		02/28/2023		NorwestWarrant	1,532.47
				FDAT	-1,532.47
TOTAL					-1,532.47
Deposit		02/28/2023		NorwestWarrant	2.07
				FDAT	-2.07
TOTAL					-2.07
Deposit		02/28/2023		Reserve Funds	44.87
				Pooled Interest	-44.87
TOTAL					-44.87
Deposit		02/28/2023		Reserve Funds	3,113.49
				4403 - Station Rent	-1,450.00
				4403 - Station Rent	-1,092.73
				District Service Fees	-500.00
				District Service Fees	-40.98
				4404 - Donations	-29.78
TOTAL					-3,113.49

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**Tusayan Fire District**  
**Deposit Detail**  
February 2023

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<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Amount</u>
Deposit		02/28/2023		<b>NorwestWarrant</b>	<b>2,737.00</b>
				TFD Supporter Shirts	-435.00
				4406 - Fundraiser Ev...	-212.00
				4404 - Donations	-45.00
				TFD Supporter Shirts	-45.00
				District Service Fees	-2,000.00
TOTAL					-2,737.00
Deposit		02/28/2023		<b>NorwestWarrant</b>	<b>244.94</b>
				Pooled Interest	-244.94
TOTAL					-244.94

Tusayan Fire District

3/13/2023 3:58 PM

Register: NorwestWarrant

From 02/01/2023 through 02/28/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/01/2023			4000 · Property Tax Re...	Deposit		X	3,141.69	297,407.54
02/01/2023			4000 · Property Tax Re...	Deposit		X	0.63	297,408.17
02/02/2023			-split-	Deposit # 427		X	2,322.65	299,730.82
02/03/2023	ASRS02...	Arizona State Retire...	-split-	0990	6,193.46	X		293,537.36
02/03/2023	EFTPS02...	Tusayan Fire Depart...	-split-	86-0843550	6,494.84	X		287,042.52
02/03/2023	DD020323	Bruce D. Baker	-split-		2,072.97	X		284,969.55
02/03/2023	DD020323	Emily A Woolley	-split-		1,069.96	X		283,899.59
02/03/2023	DD020323	Gregory Lawrence	-split-		1,972.21	X		281,927.38
02/03/2023	DD020323	Gregory M Brush	-split-		2,127.78	X		279,799.60
02/03/2023	DD020323	Kathleen Johnson	-split-		3,729.04	X		276,070.56
02/03/2023	DD020323	Matthew Southwick	-split-		1,104.77	X		274,965.79
02/03/2023	DD020323	Wesley Schmidt	-split-		1,169.78	X		273,796.01
02/03/2023	DD020323	Zealand Pes	-split-		1,713.54	X		272,082.47
02/03/2023	DD020323	Stephanie T. Root	-split-		597.07	X		271,485.40
02/03/2023	DD020323	Travis Moreno	-split-		1,429.78	X		270,055.62
02/03/2023	DD020323	Raymond F D'Albini	-split-		2,154.00	X		267,901.62
02/07/2023	833300227	Arizona Public Service	2000 · Accounts Payable	Acct# 1519540...	1,130.23	X		266,771.39
02/07/2023	833300228	AZ DPS	2000 · Accounts Payable	1 Finger Print -...	22.00	X		266,749.39
02/07/2023	833300229	Century Link	2000 · Accounts Payable		164.80	X		266,584.59
02/07/2023	833300230	Chase Card Services	2000 · Accounts Payable		3,974.50	X		262,610.09
02/07/2023	833300231	Diesel Support Grou...	2000 · Accounts Payable	E51 Glow plugs	600.00	X		262,010.09
02/07/2023	833300232	DSB Distributing, LLC	2000 · Accounts Payable	Inv# 1495	79.90	X		261,930.19
02/07/2023	833300233	National Bank of Ari...	2000 · Accounts Payable	ACCT I16061...	22,542.91	X		239,387.28
02/07/2023	833300234	Rebecca Shearer	2000 · Accounts Payable	AFDA Reimbu...	630.08			238,757.20
02/07/2023	833300235	Red Feather Properties	2000 · Accounts Payable	Feb 23 Lease ...	2,315.25			236,441.95
02/07/2023	833300236	United Fire	2000 · Accounts Payable		1,881.94	X		234,560.01
02/07/2023	833300237	USDA Forest Service	2000 · Accounts Payable	FMMI Bill # 1...	452.90	X		234,107.11
02/07/2023	833300238	Valle Airpark (John ...	2000 · Accounts Payable	VOID: Inv# 33...		X		234,107.11
02/07/2023	833300239	Arizona Department ...	2100 · Payroll Liabilities	860843550	1,023.30	X		233,083.81
02/17/2023	ASRS02...	Arizona State Retire...	-split-	0990	5,101.76	X		227,982.05
02/17/2023	EFTPS02...	Tusayan Fire Depart...	-split-	86-0843550	5,166.62	X		222,815.43
02/17/2023	DD021723	Bruce D. Baker	-split-		1,695.75	X		221,119.68
02/17/2023	DD021723	Emily A Woolley	-split-		929.87	X		220,189.81
02/17/2023	DD021723	Gregory Lawrence	-split-		1,218.95	X		218,970.86
02/17/2023	DD021723	Kathleen Johnson	-split-		1,761.57	X		217,209.29
02/17/2023	DD021723	Matthew Southwick	-split-		1,505.76	X		215,703.53
02/17/2023	DD021723	Travis Moreno	-split-		1,482.53	X		214,221.00
02/17/2023	DD021723	Wesley Schmidt	-split-		1,242.66	X		212,978.34
02/17/2023	DD021723	Zealand Pes	-split-		1,578.37	X		211,399.97
02/17/2023	DD021723	Gregory M Brush	-split-		2,309.15	X		209,090.82

Tusayan Fire District

3/13/2023 3:58 PM

Register: NorwestWarrant  
 From 02/01/2023 through 02/28/2023  
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/17/2023	DD021723	Raymond F D'Albini	-split-		2,153.99	X		206,936.83
02/28/2023			FDAT	Deposit		X	44.14	206,980.97
02/28/2023			FDAT	Deposit		X	1,532.47	208,513.44
02/28/2023			FDAT	Deposit		X	2.07	208,515.51
02/28/2023			-split-	Deposit 429			2,737.00	211,252.51
02/28/2023			Pooled Interest	Interest		X	244.94	211,497.45

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03/13/23

**Tusayan Fire District**  
**A/R Aging Summary**  
As of March 13, 2023

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	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

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03/13/23

**Tusayan Fire District**  
**A/P Aging Summary**  
As of March 13, 2023

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	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
Audit Adjustment	0.00	0.00	0.00	0.00	-179.44	-179.44
Century Link	6.89	0.00	0.00	0.00	0.00	6.89
John Graves Propane of Arizona	0.00	0.00	320.64	2.14	0.00	322.78
L&A HVAC	0.00	0.00	0.00	0.00	-12,000.00	-12,000.00
USDA Forest Service	0.00	-452.90	0.00	0.00	0.00	-452.90
<b>TOTAL</b>	<b><u>6.89</u></b>	<b><u>-452.90</u></b>	<b><u>320.64</u></b>	<b><u>2.14</u></b>	<b><u>-12,179.44</u></b>	<b><u>-12,302.67</u></b>

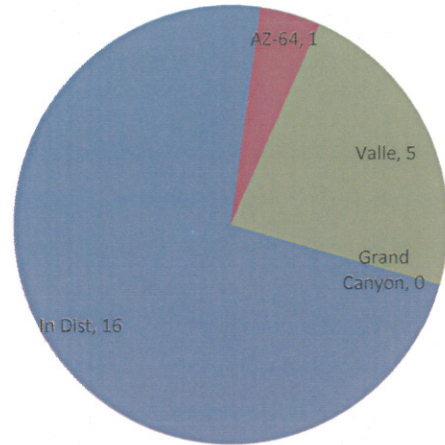
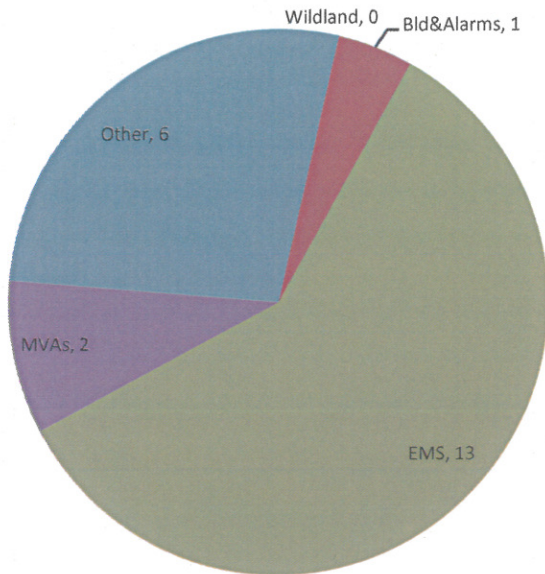
# TFD Update 3/1/23

Feb Stats

Calls for prior month (indicated in upper right):	22
Calls for same month in 2022:	12
Total calls to date for 2023:	42



Feb Ratio ----->	<u>Wildland</u>	<u>Bld&amp;Alarms</u>	<u>EMS</u>	<u>MVAs</u>	<u>Other</u>	22 <-Total
	0	1	13	2	6	
Feb Locations --->	<u>In Dist</u>	<u>AZ-64</u>	<u>Valle</u>	<u>Grand Canyon</u>		22 <-Total
	16	1	5	0		



Call Locations for Feb

Call Types for Feb

## Updates:

- Calls have roughly doubled for January and February due to repeated inclement weather. Propane line leaks have been common (due to snow). Obviously, numerous people have been stuck in snow & ice, many people that normally self-transport have been unable to drive out for medical needs.
- A second Stryker Lucas grant was awarded to TFD for approximately \$16,000. This second unit will be installed onto Rescue 5, Rescue 52 has the first Lucas device on board now.
- The new plowload and gurney for Rescue 52 is scheduled for installation in March. TFD expects shipment of the new gurney about March 8th.
- One defective suction unit for EMS has been repaired.
- Grants are ongoing for FEMA AFG, ARPA COVID related costs, etc..
- The second Mobile Clinic Van visit occurred in February, one or two parties made us of the services.
- The TFD crew successfully rescued a horse from a cattleguard at the entrance of the Ten-X campground. This is the 3rd time a horse has been trapped in a cattleguard on 64. The other two ended in the horse's death.
- Repairs have been completed for E51's leaking oil lines (and fuel injection issue), as well as the charging connector for the block heater. It's been starting more reliably.
- Fire Extinguisher Classes are being offered at TFD, or at your business locations if requested with enough notice. Please contact Firefighter Matt Southwick at TFD on Mondays & Tuesdays [call 638-3473 during business hours].
- TFD CPR Classes : for more information or to sign up, please contact Instructor Molly: Molly is on duty Wednesdays and Thursdays [call 638-3473], or email Molly at [tusayanFDCPR@gmail.com](mailto:tusayanFDCPR@gmail.com)
- **Please visit the Tusayan Fire Department Facebook page for: updates, local news, training, weather, burning operations, community events, safety tips, etc. [give us a like!]**



## Tusayan Fire Department

Published by Greg Brush · February 8 at 1:40 PM ·

...

An amazing rescue this morning: For the third time in the last year, a feral horse was caught in a cattle guard along the Highway 64/Forest Service border. Usually these are fatal for the horses (due to the inevitable leg injuries). Today was different though! The amazing crew of TFD successfully extricated the horse from the Ten-X Campground cattle guard; the horse was able to walk away with minimal injuries!! Hats off to Captain Greg L, Kate, Anthony, Travis, and Bob P. Great job!



Feb 7th North Country Mobile Clinic Van at TFD



## Billing Totals since 7/1/2021

### EF Recovery Medical Billing since 7/1/22

Total billed	\$15,342.00
Total Collected	\$3,812.50
Uncollectable	\$4,700.00
Collections	\$920.00
Total outstanding	\$6,829.50

Uncollectable had no name or address, unable to get a facesheet

### EF Recovery Rescue Billing

Total Billed	\$40,774.55
Total Collected	3334.92
Uncollectable	\$0.00
Collections	\$0.00
Total outstanding	\$37,439.63

### Combined Totals

Total combined billing	\$56,116.55
Total Collected	\$7,147.42
Total Uncollectable	\$4,700.00
Total in Collections	\$920.00
Total Outstanding	\$43,349.13



**HINTONBURDICK**  
CPAs & ADVISORS

# **Tusayan Fire District Fiscal Year 2022 Audit Presentation**

Presented March 9, 2023

By HintonBurdick CPAs & Advisors

HintonBurdick.com



# Audit Reports

- **Independent Auditors Report (pg 1-3)**
  - Unmodified or “clean opinion”
- **Report on Internal Control over Financial Reporting and on Compliance (pg 43-44)**
  - No material weaknesses noted.
  - No significant deficiencies noted.
- **Report on State Legal Compliance (pg 45-46)**
  - The District is in compliance.

# Government Wide Financial Highlights

- Total net position (equity) was \$311,011 at June 30, 2022. pg 7.
- Over time, increases or decreases in net position are an indicator of whether the financial health of the District is improving or deteriorating.



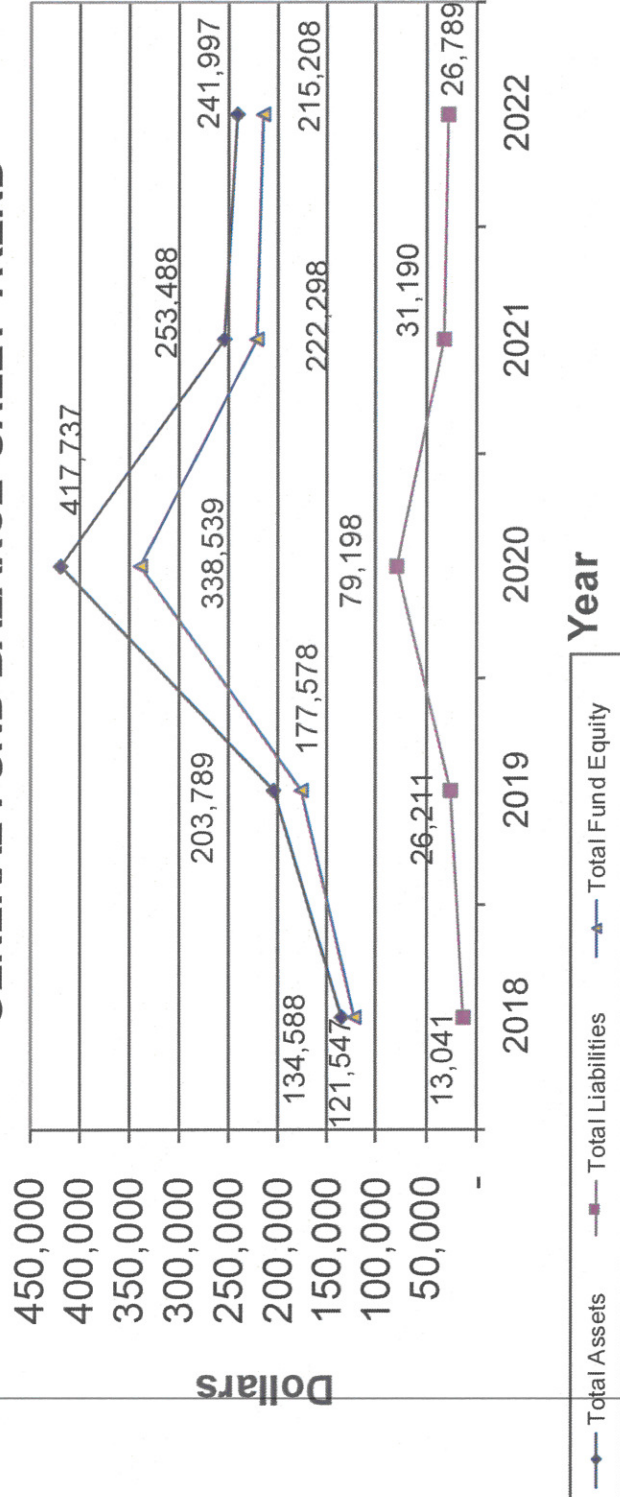
# Government Wide Financial Highlights

- Net position decreased by \$22,096 during 2022.
- Governmental capital assets decreased by \$74,688 net of depreciation of \$79,688. pg 26.

# Government Wide Financial Highlights

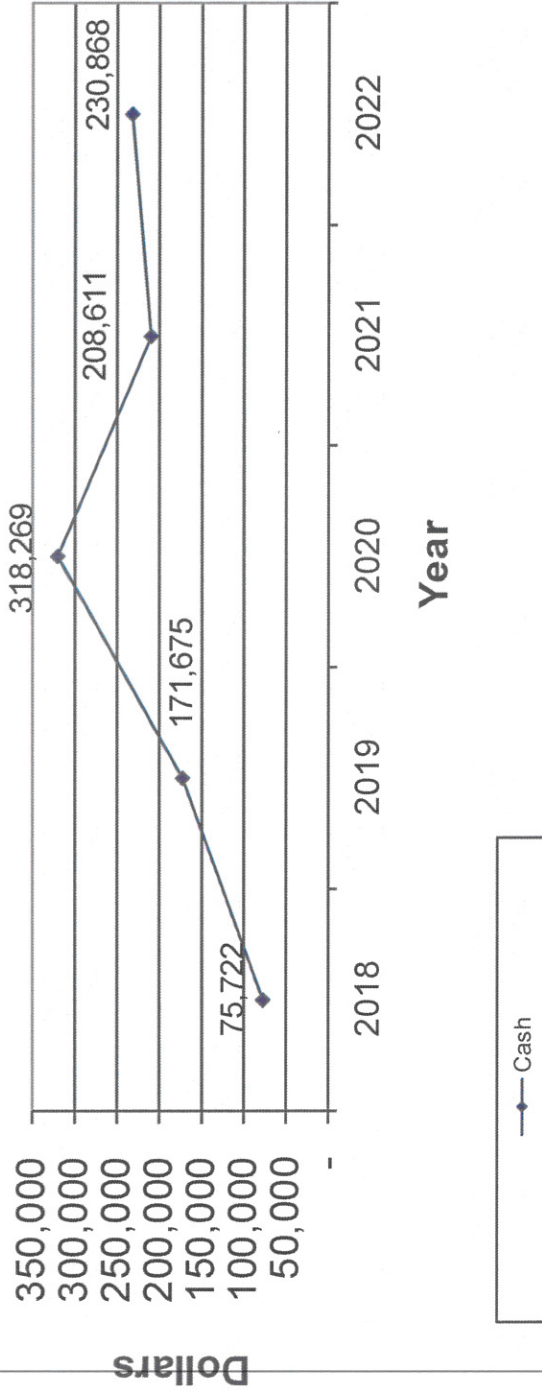
- Total Governmental long-term debt was \$769,960 at June 30, 2022. pg 27.
- \$95,904-Note payable
- \$156,991- Lease payable
- \$14,335 – Compensated Absences
- \$502,730- Net Pension Liability

## TUSAYAN FIRE DISTRICT GENERAL FUND BALANCE SHEET TREND



The General Fund's fund balance decreased by \$7,090 as a result of expenditures in excess of revenues.

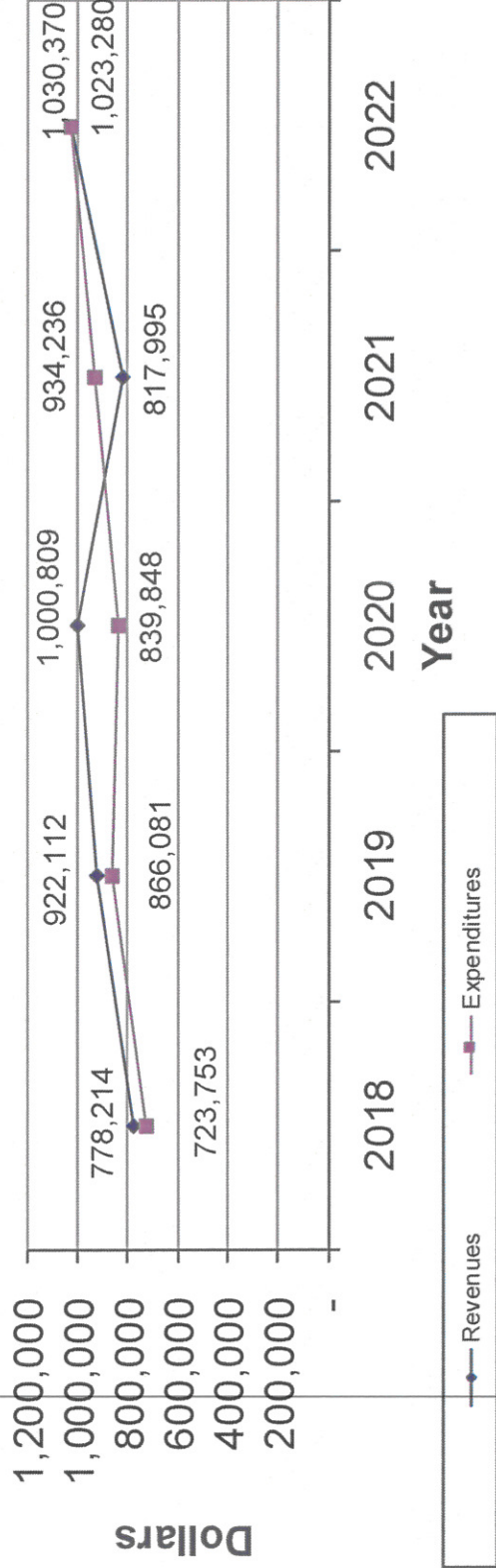
## TUSAYAN FIRE DISTRICT GENERAL FUND CASH TREND



There were no restricted cash balances.



## TUSAYAN FIRE DISTRICT GENERAL FUND Revenue and Expenditure Trend



The General fund is expected to break even over time. Fluctuations between excess revenues and excess expenditures are normal for the General Fund. Fiscal year 2022 resulted in expenditures in excess of revenues of \$7,090.

Thank You!

- Thank you for the opportunity to work with the District and thanks to those who assisted with this year's audit.



# Questions?

- Feel free to contact Jennifer Frank, CPA, CFE, CGFM
- Phone: 888-566-1277 ext. 424
- Email: [jfrank@hintonburdick.com](mailto:jfrank@hintonburdick.com)



HintonBurdick.com



**Intergovernmental Agreement  
FOR PROVISION OF SERVICES BY THE  
COCONINO COUNTY ELECTIONS DEPARTMENT**

This Contract for Services is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2022 pursuant to A.R.S. 11-951 *et seq* between **COCONINO COUNTY**, for and on behalf of **COCONINO COUNTY ELECTIONS DEPARTMENT (CCED)**, a political subdivision of the State of Arizona, hereinafter referred to as **COUNTY**, and the **TUSAYAN FIRE DISTRICT**, hereinafter referred to as **JURISDICTION**, also a political subdivision of the State of Arizona.

WHEREAS, the COUNTY has authority under A.R.S. Title 16 and 19 to conduct elections and responsibility for establishing and staffing polling places, preparing and counting ballots, and providing voting equipment;

WHEREAS, the COUNTY RECORDER has the authority to maintain voter registration rolls and to conduct early balloting under A.R.S. 16-162 and A.R.S. Title 17, Ch. 4, Art. 8;

WHEREAS the JURISDICTION has the responsibility for conducting its own elections under A.R.S. Title 16;

WHEREAS, the JURISDICTION is authorized to contract with the board of supervisors and county recorder for election services under A.R.S. 16-408 and desires to use the election services of COUNTY to conduct its election as set forth below;

NOW THEREFORE, in consideration of the mutual agreements described herein, the parties agree as follows:

**SECTION 1. Type of Election and Important Dates**

COUNTY agrees to provide election services for the following elections:

**General Election**

<b>Election Day</b>	<b>11/08/2022</b>
<b>Last day to vote early in person</b>	<b>11/04/2022</b>
<b>Last day to request an early ballot to be mailed</b>	<b>10/28/2022</b>
<b>Early voting begins/early ballots mailed</b>	<b>10/12/2022</b>
<b>Voter registration deadline</b>	<b>10/11/2022</b>

## **SECTION 2. CONTACT PERSONS FOR JURISDICTION**

**Contact Name:** Kate Johnson

**Address:**

**Telephone:**

**Cell :**

**E-mail** kate@tfgcd@outlook.com

**Legal Counsel:** N/A

**Address:**

**Telephone:**

**Fax:**

**E-mail:**

## **SECTION 3: PURPOSE**

The purpose of this contract is to secure the services of COUNTY, as enumerated in Section 4, for the preparation and conduct of the election described above.

## **SECTION 4: SERVICES TO BE PERFORMED BY COUNTY**

**The Coconino County Elections Department (CCED),** or its designated agent, agrees to:

### **1. PRINTING**

The statutorily required amount of ballots will be designed, ordered and printed through CCED, so that the election can use the ES&S Optical Scan Voting System and accessible ExpressVote equipment.

### **2. TRANSLATION**

**SPANISH:** Translation of ballot text shall be provided by JURISDICTION. The jurisdiction is responsible for ensuring the Spanish translation of the ballot text also appears in the Information Report, Publicity Report and Sample Ballot.

**NATIVE AMERICAN:** If a portion of the jurisdiction is located on a Native American Reservation, all election related materials must be translated into the Native American language. CCED will provide Navajo language translation for the ballot.

### **3. BALLOTS**

- A. CCED will have Official Ballots printed and distributed to the early voting sites and the polling places and vote centers:
- B. JURISDICTION will provide CCED with final ballot language, including the Spanish translation, no later than 90 days prior to election day.
- C. After 90 days prior to election day, JURISDICTION will pay \$100 per change to CCED for any changes or alterations to final ballot language unless it is an error or omission made by CCED.
- D. CCED shall provide the JURISDICTION a ballot proof. The JURISDICTION shall have three days to notify CCED of any corrections to the ballot because of errors or omissions.

### **4. POLL WORKERS**

CCED will recruit, train, provide and pay Election Workers to conduct the election.

### **5. POLLING PLACES**

CCED will designate and arrange for the polling places and vote centers. (This includes reserving each site and mailing an agreement to each location.)

### **6. REGISTERS AND ROSTERS**

- A. CCED will provide the statutory lists of registered voters for early voting and for use at the polling places and vote centers.
- B. CCED voter lists, registers and files contain restricted Data – release or distribution of all or any portion of such information is restricted and, in some cases, prohibited by law, subject to criminal prosecution.

### **7. ELECTION DAY SUPPLIES**

CCED shall deliver and pick up polling place and vote center supplies.

### **8. LOGIC AND ACCURACY TEST**

- A. CCED will conduct the Logic and Accuracy Tests of vote tabulating equipment.
- B. CCED will publish notice of the Logic and Accuracy Tests.

### **9. EARLY VOTING**

CCED will conduct early voting by mail and in person at locations designated by CCED.

## **SECTION 5: OBLIGATIONS OF JURISDICTION**

JURISDICTION, or its designated agent, agrees to:

1. Pay the following costs to CCED:

**\$2.00** per registered voter, except as provided below, plus:

\* Actual cost of Native American Outreach

2. Publish and post all legal notices required by statute, except for the notice for the Logic and Accuracy tests.
3. Prepare, print and mail any required informational pamphlet.
4. If a change in taxing district boundaries occurs, notify the Department of Revenue by November 1 pursuant to ARS §42-17257.

## **SECTION 6: MANNER OF FINANCING AND BUDGETING**

Each party represents that it has sufficient funds available in this current fiscal year budget to discharge the funding obligation imposed by this Contract.

## **SECTION 7: TERMINATION**

This Contract shall terminate upon resolution of all matters connected with the elections, legal challenges excepted, or upon written notice by either party to the other within thirty (30) days prior to the election date(s). Should the election herein be challenged or questioned for any reason whatsoever, then, subject to the Jurisdiction's right of indemnification under Section 8 of this Contract, the Jurisdiction shall be solely responsible for the defense of said election, provided that the County shall cooperate in the defense of such challenge and shall provide its officers and employees as necessary to testify in any proceedings arising from the challenge.

## **SECTION 8: INDEMNIFICATION OF COUNTY AND DISTRICT**

To the extent permitted by law, each party agrees to hold the other party harmless and to indemnify the other for any loss, liability or damage arising from any action, omission or negligence of each party's employees, officers or agents, regarding the performance of this Contract.

## **SECTION 9: EFFECTIVE DATE AND TERM OF AGREEMENT**

This Contract shall become effective from and after the date of its execution and shall terminate as provided in Section 7.

**SECTION 10: CANCELLATION**

This agreement is subject to cancellation pursuant to the provisions of A.R.S. §38-511.

**SECTION 11: SEVERABILITY**

If any provision of this Contract or application thereof is held invalid, such invalidity shall not affect other provisions or applications of this Contract.

IN WITNESS WHEREOF, the governing bodies of each of the parties hereto have approved this agreement by resolution adopted on the dated given below.

Tusayan Fire District

COCONINO COUNTY:

Date of adoption: \_\_\_\_\_

Date of adoption: \_\_\_\_\_

\_\_\_\_\_  
(Signature of Authorized Agent)

\_\_\_\_\_  
(Title of Authorized Agent)

\_\_\_\_\_  
Patrice Horstman  
Chair, Board of Supervisors

ATTEST:

\_\_\_\_\_  
Lindsay Daley, Clerk of the Board

Reviewed and approved by legal counsel and found to be within the authority of the governing body to adopt:

\_\_\_\_\_  
Attorney for Jurisdiction

\_\_\_\_\_  
Deputy County Attorney